NSW Department of Education

Externally funded service providers delivering allied health, disability, wellbeing and behaviour support services to students

Fact sheet for providers on mandatory child protection roles and responsibilities

Overview

The NSW Department of Education requires all externally funded service providers delivering allied health, disability, wellbeing and behaviour support services to students in NSW public schools to be aware of their roles and responsibilities for keeping students safe. This includes keeping up to date with the department's mandatory child protection training requirements.

What you need to know about your child protection roles and responsibilities

- When delivering services to students in a NSW public school, you are considered a mandatory reporter. Mandatory reporters are required by law to report suspected child abuse and neglect to government authorities. If you suspect any possible risk of harm to a student in your care, you are required to report this to the principal, as well as to your line manager. The principal will use the NSW Mandatory Reporter Guide to ensure your concerns are correctly escalated.

- You cannot deliver services in schools without a Working With Children Check for paid employment and an acceptable level of child protection training. If your organisation already delivers child protection training to staff, the department will accept this training where this training meets the department's core content requirements (see Attachment A of the External Provider Engagement Agreement for information on core child protection training content).

- Where your organisation does not already deliver child protection training, your staff can access the department's free Child Protection Awareness Training (to be completed in the first year) and the annual Child Protection Update (for subsequent years), via the department's training portal (MyPL). To set up a MyPL account, register via the MyPL signup

page. The links to the child protection courses are in the Quick Links section of the MyPL homepage. You will receive a certificate on completion of each training course.

- Remember to retain all certificates of completion for your child protection training. You will be asked to present your certificate to the school as proof of training completion before you can deliver services in a NSW public school. If your organisation is a part of the department's Specialist Allied Health and Behaviour Support Provider Scheme, you will not be required to provide your training certificate to individual schools. Instead, please email your certificate to sahs@det.nsw.edu.au

- Renew your training each year. Annual completion of child protection training is a requirement for all staff and external providers under our Child Protection: Responding to and reporting students at risk of harm policy.

Thank you for your commitment to keeping NSW Public School students safe.

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